

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
OCTOBER 27, 2009**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, October 27, 2009, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor William J. Schmitt called the meeting to order at 8:00 a.m.

ROLL CALL

Mayor William J. Schmitt	Present
Board member Thomas R. Schmidt	Present
Board member Ambrose 'Butch' Schitter	Present

Also present were Police Chief Douglas Tarvin, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Building Commissioner David Seger, Fire Chief Kenneth Hochgesang, Personnel/Safety Director Charles Schneider, City Attorney Sandra Hemmerlein and Clerk-Treasurer Juanita S. Boehm.

Clerk-Treasurer Juanita Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All board members were present; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Schmitt invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on October 13, 2009.

A **motion** was made by Ambrose 'Butch' Schitter and seconded by Thomas Schmidt to approve the minutes as published. Motion carried 3-0.

RESOLUTION NO. BPWS 2009-8

Mayor Schmitt introduced Resolution No. BPWS 2009-8 that sets guidelines for the use of City property for special events. Schmitt said the City receives requests from clubs, organizations, and individuals to use City property but the City did not have a protocol to follow. This resolution sets guidelines for those that want to use public property that is not covered by another policy, rule or law. City Attorney Sandra Hemmerlein explained what is written in the guidelines.

Thereafter, a **motion** was made by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter to pass and adopt Resolution No. BPWS 2009-8. Motion passed 3-0.

TURKEY TROT 5K RUN/WALK

Kristen Gutsell, representing Health Pointe located at 1900 St. Charles Street, asked permission to hold a 5K run/walk on Thanksgiving Day, November 26, 2009, from 8:00 a.m. to approximately 9:00 a.m. This is the fifth year for the event and the route is the same as last year. The route starts at the Jasper High School parking lot, then north along St. Charles Street to 36th Street, and then returns back to the parking lot.

Street Commissioner Raymond Eckerle showed a sample of a sign that can be placed along the route that warns motorists that a run/walk is in progress. He said he ordered twenty-five signs that can be borrowed by the sponsor of the run/walk. The placement of the signs will be at the discretion of the organization using them.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the request to use the City streets on November 26, 2009 for the annual Turkey Trot starting at 8:00 a.m. Motion carried 3-0.

Police Chief Douglas Tarvin asked Gutsell to have volunteers at the intersections of St. Charles Street and Northwood Avenue and at St. Charles Street and Schuetter Road.

STREET CLOSING

Chris Hopf, representing Schroering Plumbing and Heating 2475 S. State Road 162, asked permission to close North Poplar Avenue on November 3, 2009 for one day in order to cut out a portion of the street to run a sewer line to tap into the main line. He showed an aerial photo of that area and where the new home is being constructed.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the street closing on November 3, 2009 after the school buses go through on condition Schroering notifies the news media and emergency personnel about the closing. Motion carried 3-0.

TREE REMOVAL AT 512 W 6th STREET

Mayor Schmitt read a request submitted by Shelley and Doug Eckstein, 512 W 6th Street. They are having a large, rotting tree cut down on their property. Due to its proximity to the highway, the Ecksteins' requested permission to temporarily block one lane of traffic on 6th Street in front of their house on the day the tree is removed. The contractor, Roger Kern of Dale, would like to do the job on a Monday or Tuesday possibly mid to late November. In order to avoid school traffic, Kern would not start until after 8:00 a.m. and would complete the job before 3:00 p.m.

Mayor Schmitt was concerned about keeping one lane closed for that length of time since it is a highway. Because of the size of the tree, it was decided the lane needs to be closed while the tree is removed and while it is cut up. Schmitt then asked, if the Board approves the request then does the street department direct traffic. Street Commissioner Raymond Eckerle said the

contractor directs traffic but the street department can help because it will take a lot of traffic cones to channel traffic to the other lane.

A **motion** was made by Mayor Schmitt and seconded by Ambrose ‘Butch’ Schitter to approve that the street department help with the direction of the cones when the tree is taken down and they must notify the street department at least one day in advance of the work being done. Motion carried 3-0.

ADOPT-A-STREET PROGRAM

Street Commissioner Raymond Eckerle presented a list of identified streets and the organizations that regularly maintain a certain area that was adopted under the Adopt-A-Street Program. The program started over a year ago and last week the last group stepped forward and took the last identified street.

Mayor Schmitt said this is a great program that has been very successful. It has really made a difference and it saves the City a lot of money. Thomas Schmidt said it doesn’t make sense why people throw out their trash when there are receptacles everywhere.

LEAF PICK-UP

Street Commissioner Raymond Eckerle said leaf pick-up started yesterday. He asked residents to cooperate and put the leaves out by 7:00 a.m. on the same day their trash is picked up.

SNOW PLOW TEST RUN

Street Commissioner Raymond Eckerle said next Wednesday the snow plows will be out for a dry run to check the routes and the equipment.

WEBINAR

Street Commissioner Raymond Eckerle said a webinar about the retro-reflectivity for street signs has been scheduled for November 5 in the council chambers from 11:00 a.m. to 1:00 p.m. The federal government says a certain program must be in place by 2012. He also invited Huntingburg and Ferdinand to attend.

ENCROACHMENT AGREEMENT

City Engineer Chad Hurm said he received an encroachment request from Hatfield Peters Properties, LLC. They want to install a 6’ x 8’ canvas type awning over the front door of their building located at 502 Jackson Street. Hurm said he contacted the City departments and there were no issues. The awning will be 24” behind the face of the curb and have 8’ 4” clearance from the sidewalk which is the minimum requirement.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the encroachment agreement with Hatfield Peters Properties LLC to place an awning over the entranceway, subject to their signing the agreement. Motion carried 3-0.

ENGINEER REPORTS

City Engineer Chad Hurm reported on the following:

Mill Project. Hurm said they are still working on the final paper work. Mayor Schmitt then gave a project update and said ROJAC's goal is to have the Mill open by Thanksgiving.

Multi use path. Hurm said the bid letting date for the St. Charles Street multi use path project was October 21, 2009. The low bid was from Knies Construction for \$380,927.03.

4th Street Improvement project. Hurm said they had a preconstruction meeting last week.

Badendorff Storm Sewer project. Hurm said the contractor is currently working on the project. Because of some issues, they had to shift the storm sewer more to the center of the street. There is no change order at this time.

Fire Station hose tower demolition. Hurm said at the last meeting the Board accepted the low quote from Schmidt Contracting, Inc to demolish the fire station hose tower subject to the quote meeting all the specifications. Hurm reported that he reviewed the quote and it met all the specifications.

Brames Road Fire Station parking lot project. Mayor Schmitt asked about the Brames Road fire station concrete parking lot project. Hurm said the first section is formed up and ready to pour, weather pending.

POLICE REPORTS

Police Chief Douglas Tarvin reported that the police department helped at the Jasper Middle School when the health department recently gave H1N1 vaccinations. Several hundred people attended and things went very smooth.

ARE YOU OK PROGRAM

Police Chief Douglas Tarvin asked permission to seek funding assistance from the local banks to upgrade the software and computer system for the Are You OK Telephone Reassurance Program that was implemented in 1989. The system is set up to call people, such as the elderly or handicapped, on a daily basis to make sure the person is okay. Tarvin said they need to promote the availability of this free program because currently only seven people participate.

Mayor Schmitt stated this program helps a lot of elderly people and gives them independence to stay at home knowing that someone will check on them.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to seek funding for local contributions to upgrade the Are You OK system and start aggressive advertising to let people know it is available to them at no cost. Motion carried 3-0.

970 MERIDIAN ROAD COMPLAINT

At the last meeting the Board moved to have a City inspection at 970 Meridian Road by the police chief, fire chief, building commissioner, and Donna Oeding from the health department.

Police Chief Douglas Tarvin said the problem is resolved and the issues have been taken care of.

TASERS

Police Chief Douglas Tarvin requested permission to purchase two yellow X26 tasers. He presented a quote from Ray O'Herron Equipment Supply for \$809.95 each. Tarvin said there is only one dealer in Indiana and that is Ray O'Herron. Tarvin said the department currently has four tasers and it is his intention to eventually provide a taser to each officer working the road.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the request to purchase two additional tasers provided funding is in the budget. Motion carried 3-0.

POLICE DEPARTMENT BREAK ROOM FLOOR REPLACEMENT

Police Chief Douglas Tarvin presented the following three quotes to remove and install a new porcelain ceramic floor in the break room at the police station:

Carpet Warehouse (Jasper)	\$1,699.81
Boeckman's (Jasper)	\$1,367.00
Home Depot (Jasper)	\$2,513.65

Tarvin recommended the low quote from Boeckman's in the amount of \$1,367.00.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the low quote from Boeckman's for \$1,367.00. Motion carried 3-0.

COMPUTER SERVER

Police Chief Douglas Tarvin stated the computer server at the police department is experiencing some problems. He asked permission to seek quotes to purchase a new server. Tarvin said funding for a server is in the 2010 budget but he said he cannot wait until then because they may lose data. He estimated the cost to be between \$5,000.00 and \$8,000.00.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to allow the police chief to seek quotes and bring them to the next meeting. Motion carried 3-0.

INDIANA ASSOCIATION OF CHIEFS OF POLICE CONFERENCE

Police Chief Douglas Tarvin asked permission for the police chief and the assistant police chief to attend the Indiana Association of Chiefs of Police Winter Conference in Indianapolis on January 27, 28, and 29, 2010.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the request to send the police chief and assistant police chief to the Indiana Association of Chiefs of Police conference at Indianapolis. Motion carried 3-0.

ADJOURNMENT. There being no further business to come before the board a motion was made by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:17 a.m.

The minutes were hereby approved ____ with X without corrections or clarification this 10th day of November, 2009.

Mayor William J. Schmitt
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer

Margaret A. Kress Recording Secretary